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9 July 1952

MEMORANDUM FOR: DD/TRS

THROUGH: DCT/TRS

SUBJECT: Weekly Activities Report, [redacted], No. 28 25X1A
(2 - 9 July 1952)

1. PROGRESS REPORT - OLD PROJECTS. Nothing to report.

2. ITEMS OF CURRENT INTEREST. Nothing to report.

3. NEW PROJECTS. Nothing to report.

4. ITEMS OF ADMINISTRATIVE INTEREST.
a. The examination of the accounts of subject cover facility has been complted by a firm of cleared public accountants, who will submit the final report thereon by 1 August 1952.
25X1A
b. [redacted] has been signed on as Covert Associate and is being brought to subject training installation there to join the staff as an instructor in [redacted] 25X1A

[redacted] 25X1A
Chief, Special Branch #1, TRS

Document No. 4
NO CHANGE in Class. ☐
☐ DECLASSIFIED
Class. CHANGED TO: TS S (C)
Auth: DDA Memo, 4 Apr 77
DDA REG. 77/1763
Date: 10 MAR 1978 By: 024

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TO : DD/TRS 9 July 1952

FROM : Chief, CTB/TRS

SUBJECT: Weekly Activity Report No. 28.

A. PROGRESS REPORT - OLD PROJECTS

25X1A During the period 3 through 9 July 1952, this Branch continued the training of 14 students who had been previously enrolled; 8 of these in Washington, D. C., [redacted]

B. ITEMS OF CURRENT INTEREST

No students completed training during this period.

C. NEW PROJECTS DURING WEEK

25X1A Four training projects were initiated; 3 of these in Washington, D. C. [redacted]

[redacted]

25X1A

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25X1A

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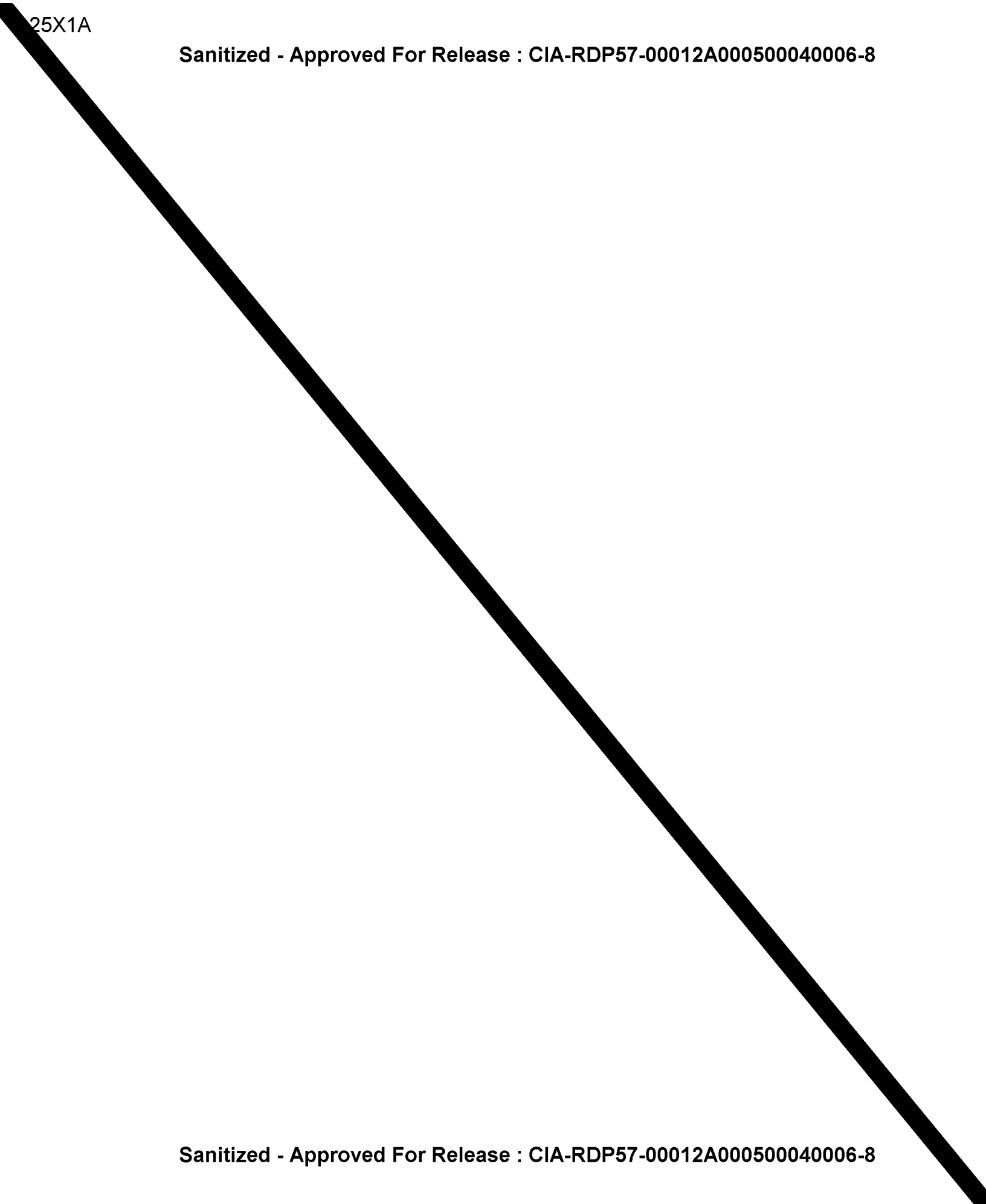

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9 July 1952

MEMORANDUM FOR: DEPUTY DIRECTOR OF TRAINING (SPECIAL)

SUBJECT: Basic Training Division
Weekly Activity Report No. 28
2 July - 9 July 1952

1. Progress Report - Old Projects

25X1A [redacted]

25X1A [redacted] Duplication of material will have to be eliminated. The problem will need further study, inasmuch as it raises certain questions as to aim, scope, and capability of the [redacted] and their relationship to other courses as well. 25X1A

2. Items of Current Interest

25X1A [redacted]

25X1A understanding as to requirements and capability for offering a separate Reporting Course. A one-week course, conducted by [redacted] is planned for the week of 18 August.

25X1A [redacted]

25X1A sulted in an agreement on the best solution to the requirement for OB instruction. It is proposed to set up a guided reading course under the

25X1A Chief, [redacted] Training.

3. New Projects

A. OC has raised the question of the character and extent of liaison

25X1A permitted and desired between instructors and operating divisions. Policy

25X1A and procedure will be worked out in conjunction with [redacted] and [redacted]

B. Desirability of a discussion of TR(S) in the SIC is being investigated.

4. Items of Administrative Interest

25X1A A. Request by [redacted] for classroom space in [redacted] in August has 25X1A

25X1A necessitated some detailed advance planning in order to accommodate this requirement without interfering with other courses. The available space [redacted] is unsatisfactory at best, and it is frequently a governing factor as to the size and date of each advanced course.

[redacted] 25X1A

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9 July 1952

MEMORANDUM FOR: Deputy Director, TR(S)

SUBJECT: Weekly Activity Report for the period 3 - 9 July 1952

1. OLD PROJECTS:

25X1A a. [redacted]

(1) Two students are scheduled for the next course, from Training.

25X1A b. [redacted]

(1) Arrangements were made by this installation to obtain the five trolleys needed for the tower; Procurement advised to cancel their order.

(2) Firm plans completed for demonstration and test run in C-47, 10 July.

2. NEW PROJECTS: None

3. ITEMS OF CURRENT INTEREST: None

4. ITEMS OF ADMINISTRATIVE INTEREST:

25X1A 1. [redacted] are attending the CIA Orientation Course [redacted]

25X1A [redacted] 25X1A

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9 July 1952

WEEKLY ACTIVITY REPORT NO. 28

A. PROGRESS REPORT - OLD PROJECTS

25X1A 1. [redacted]

a. A model maker has joined the Training Aids Staff

2. Training Film [redacted] - None 25X1A

3. Instructor Training Course

a. The Instructor Training Course #5 scheduled for this week was not conducted due to a low enrollment of students.

B. ITEMS OF CURRENT INTEREST - None

C. NEW PROJECTS DURING THE WEEK - None

D. ITEMS OF ADMINISTRATIVE INTEREST

a. Plans and specifications for the TAB offices to be located on the 2nd floor of the R&S Building were completed.

[redacted] 25X1A

Chief, Training Aids Branch

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25X1A

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (Special) DATE: 9 July 1952

FROM : Chief, [redacted] 25X1A

SUBJECT: Weekly Activity Report

1. OLD PROJECTS - None

2. ITEMS OF CURRENT INTEREST - None

3. NEW PROJECTS - None

4. ITEMS OF ADMINISTRATIVE INTEREST - None

[redacted] 25X1A

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25X1A

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9 July 1952

MEMORANDUM FOR: DEPUTY DIRECTOR OF TRAINING (SPECIAL)

SUBJECT: TDS Weekly Activity Report No. 28
2 July - 9 July 1952

1. Progress Report - Old Projects

25X1A [redacted]

2. Items of Current Interest

Nothing new to report.

3. New Projects

A. Special Training Seminar

Training Development Staff has formulated a special training seminar of one weeks duration for two senior officers of CIA, and two members of Training Development Staff are participating as instructors in this seminar.

4. Items of Administrative Interest

Nothing new to report.

BAO

for [redacted] 25X1A

Chief, Training Development Staff/TR(S)

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9 July 1952

WEEKLY ACTIVITY REPORT NO. 28

a. Progress Report - Old Projects

1. Work in Training Evaluation continuing on:
   (a) Redesign of general student evaluation procedures.

b. Items of Current Interest

1. Assessment cases scheduled 10
2. Assessments performed. 10
3. Assessment cases written 10
4. Work in Training Evaluation completed on:
   (a) Seven special evaluation reports submitted on problem students in Training.

c. Items of Administrative Interest

1. One member of TEB/AE/TR(S) is attending the Administration Course.

[redacted] 25X1A
ordinator
Assessment and Evaluation

med

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25X1A

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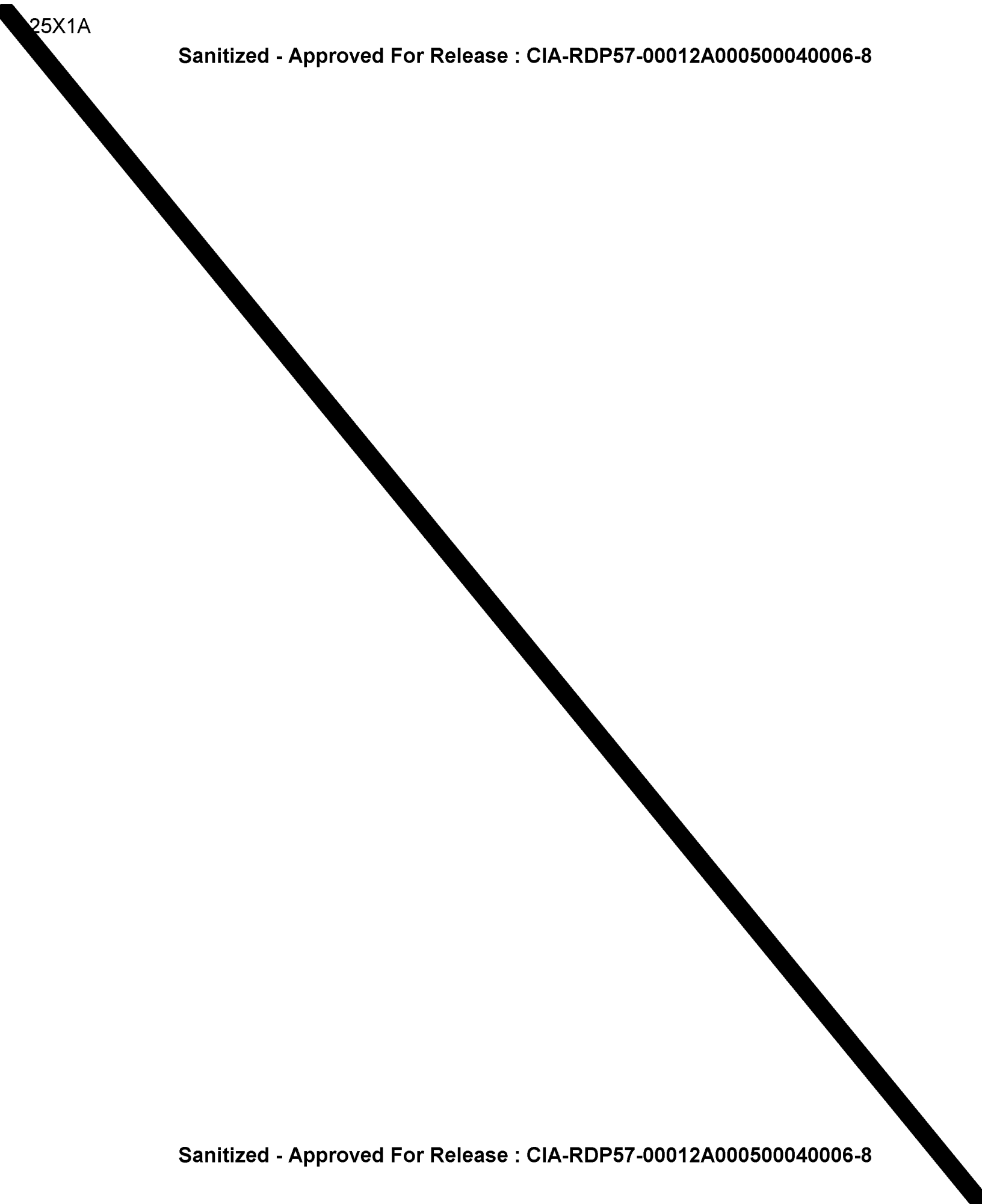

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9 July 1952

MEMORANDUM FOR: CHIEF, SUPPORT STAFF

SUBJECT : Weekly Activity Report

1. ITEMS OF ADMINISTRATIVE INTEREST

a. Notice was received from Comptroller on interim revised allotment symbols and interim allotment of funds pending approval of revised Fiscal Year 53 budget.

b. Received settlement for revolving fund and financial report from TC#1.

c. The Office of Training budget - revised Fiscal Year 1953 and estimated Fiscal Year 1954 was submitted to Comptroller on 7 July 1952.

d. An analysis comparing original Fiscal Year 53 with revised Fiscal Year 53 with appropriate justification of changes is being prepared for the Budget Analyst.

25X1A
25X1A e. Effective 9 July 1952, [redacted] has assumed duties as Chief, Support Staff vice [redacted]

25X1A
25X1A f. Verification was received [redacted] on official closing of [redacted] as of 1 July 1952.

[redacted]
Administrative Officer, OTR

25X1A

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